



Department of Permitting Services
Division of Casework management
255 Rockville Pike, 2nd Floor, Rockville, Maryland 20850

CODE INTERPRETATION/POLICY

Code/Year 2004	Section of Code 59-A-5.33	Title of Code Section/Subsection/Policy ADDITIONS
Statement/Background of Issue In order to provide clarity and consistency for development approval by this Department and other agencies, this policy will establish definitions for the terms "alteration", "addition", and "new construction" when applied to existing single-family dwellings.		
Division Interpretation/Policy The following definitions must be used in the determination of a proposed building permit action to a single-family dwelling: A. ALTERATION – a modification to a building which does not change the footprint or floor area of an existing building. B. ADDITION – a modification to an existing building which changes the footprint or floor area provided that: * The construction must not, at time of application, exceed the existing footprint, by more than 100%. * At least 50% of the existing first floor exterior walls, in their entirety, (measured in linear feet) and comprising the footprint of the existing building and must remain as exterior walls. The determination of first floor exterior walls is that it must have its finished floor surface entirely above grade. * Any increase in building height is subject to current zoning standards and may occur provided that the construction is within the above criteria. C. NEW CONSTRUCTION – any change to an existing building which exceeds the definition of an alteration or addition as stated above.		
Interpretation/Policy No. ZP0204	Date 2/25/04	Division Chief Reginald T. Jetter
	Date 2/25/04	Assistant County Attorney Malcolm F. Spicer
	Date 2/25/04	Director Robert C. Hubbard